# **Appendices** Appendix A: Performance Management/Development High-Level Process Description Appendix B: Workforce Transformation/Career Management

# Appendix A - Performance Management/Development

Ensuring accountability for workforce performance and defining the development needed to succeed.

# What is the Performance Development Process intended to do?

- Clarify individual and team performance expectations relative to organization goals
- Define necessary career growth and development opportunities for employees
- Provide the venue for sharing and receiving continuous feedback
- Provide a web-based performance tool that can be accessed anytime and anywhere

### Where are we today?

- Defined the performance development cycle
- Developed SFA's Skill Catalog
- Selected and configured Perform.com as the web solution
- Created a deployment, communication and training plan for rolling out Step 1 of the Performance Development Process in December 2000

### What's next?

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Process	Definition																	
	Pilot Step Define Pro		_evels															
		Roll-Out	Step 1 (i	ncludes tra	ining and	commun	ications											
		Dev	elop Pha	ase II Roll-	out (includ	les pilot, t	raining a	and commi	unications	5)								
				Roll-	Out Phas	e II												
						Со	ntinuous	Improven	ent									

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# Appendix B - Workforce Transformation/Career Management

Ensuring SFA employees are aligned to the right jobs with the right skills to be successful in the changing environment.

### What is the Transformation Program intended to do?

- Align employees to the right jobs with the rights skills as defined by modernization
- Enable employees to plan a long term career with SFA
- Demonstrate SFA is a good place to work

### Where are we today?

- Developing a tactical, short-term pilot approach for workforce transformation
- Defining an enterprise-wide workforce transformation approach
- Communicating with sponsors to define legislative and regulatory re-deployment requirements

### What's next?

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Define 3 (Pilot wit	0 Day Plar	n/Short-te	erm App	oroach														
`	Measure E	) Effectiver	ess of	30 Day Pl	an													
	Incorporat	e compo	nents of	f 30 Day I	Plan into Er		vide Trans	formatior	Approad	ch								
		-			formation A		nagement	Council										
		Cocialize		cute Plan	Loadersiii	p and ma	lagoment	Courion										<b>&gt;</b>

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